



2005-06 SUPERINTENDENTS' CHALLENGE APPLICATION

County _____

District/County Office of Education (CDE)/Charter Name _____

Address, City/Zip Code _____

Superintendent _____

Phone () _____ FAX () _____

Challenge Award Contact _____

Phone () _____ FAX () _____

E-mail _____

District/COE/Charter Superintendent/Designee Signature: Only one application from each district/COE/charter school is accepted. The submitted application should be district supported.

Signature

Date

NOTE: Only districts, county offices of education, and direct-funded charter schools that have passed a districtwide wellness policy by **March 17, 2006**, are eligible to apply for the Superintendents' Challenge.

Applications must be postmarked no later than **Friday, April 7, 2006**. Please send to:

**California Task Force on Youth and Workplace Wellness
Attn: Suzanne Flint, Superintendents' Challenge
P.O. Box 221671, Sacramento, CA 95822**

Check to be sure the following materials are included before mailing:

____ 3 copies of application with signature

____ 3 copies of policy(ies)

APPLICATION

Please answer each question below as concisely and specifically as possible. A completed application should not exceed 19 pages (not including copy of policy), with a font size of 11 points or larger. Completed applications must include all 6 pages of the application and up to 13 pages of narrative responses.

SECTION A

1. Please check which type applies to your school district/COE/charter school. Please check all that apply:

- ☐ K through 6
- ☐ K through 8
- ☐ K through 12
- ☐ High School District

- ☐ County Office of Education (COE)
- ☐ Direct-funded Charter School
- ☐ Other _____

2. Which grades within your district does this policy affect?* _____

**Only a policy that affects all grades in a district will be eligible for the Challenge.*

3. The districtwide policy was passed on what date?* _____

**Only a policy passed by March 17, 2006 will be considered for the Challenge.*

4. Please check the category below for which you are applying:

- ☐ Exemplary wellness policy(ies)
- ☐ Exemplary wellness policy(ies) AND exemplary implementation

SECTION B

For each category below, check off all aspects addressed by your wellness policy. An asterisk (*) indicates that the item is a required component of a federal Local Wellness Policy. Please note, each checked box must be further explained in the narrative sections that follow.

Policy Development Committee Members

- ☐ *Parents
- ☐ *Students (NOTE: *The Superintendents' Challenge places special emphasis on student involvement.*)
- ☐ *School food service
- ☐ *School board
- ☐ *School administrators
- ☐ *Public (NOTE: *The Superintendents' Challenge requires districts to consult with at least one organization or agency outside of the district during policy development.*)
- ☐ Teachers (including specialists in physical education, health, science, etc. – please specify grade level and/or content area) _____
- ☐ Dietitians
- ☐ School nurses, physicians, or other school health professionals
- ☐ Other _____

Goals for Nutrition Education

- ☐ *Clearly identified goals for nutrition education
- ☐ Nutrition education in health education curriculum
- ☐ Nutrition education in physical education curriculum as outlined in the physical education content standards
- ☐ Nutrition education incorporated into science, math, language arts, social sciences, and/or electives
- ☐ Nutrition promotion measures in cafeteria (menu items, labeling, posters, special promotions, aesthetic environment, etc.)
- ☐ Parent/family nutrition education opportunities and initiatives
- ☐ Staff/faculty nutrition education training and staff wellness promotion programs
- ☐ Other, please specify _____

Goals for Physical Activity and Physical Education

- ☐ *Clearly identified goals for physical activity
- ☐ All students are provided physical education instruction that meets state and federal mandates
- ☐ Physical education instruction that is standards-based and includes age-appropriate curriculum, effective instructional strategies, and assessment of student learning
- ☐ Professional development for all teachers who provide physical education instruction
- ☐ Frequency /duration of recess and unstructured activity at different grade levels
- ☐ Plan for safer walking and/or biking routes to school
- ☐ Programs and policies that promote physical activity (motivational programs, storage facilities for personal physical activity equipment, etc.)
- ☐ School-promoted physical activity outside of school hours such as 5k or 10k family walks, after-school activities, etc.
- ☐ Guidelines for not using physical activity as a punishment
- ☐ Incorporate physical education content and physical activity into science, math, language arts, social sciences, and/or elective instruction
- ☐ Other, please specify _____

Other School-Based Activities Designed to Promote Student Wellness

- ☐ Access to all school meals (breakfast, lunch, summer food, snack, etc.) at all school sites
- ☐ Steps to increase participation in school meals
- ☐ Incorporate nutrition education, healthy snacks, and/or physical activity into after-school programs
- ☐ Incorporate nutrition education, healthy snacks, physical education and/or physical activity into school-sponsored events outside of the school day
- ☐ Policies for addressing wellness issues of students with special needs, such as diabetes, allergies, weight concerns, etc.
- ☐ Policies that promote healthy fundraising and alternatives to food fundraising
- ☐ Steps to ensure sufficient, clean, and healthy drinking fountains on campus

- ☐ Issues to improve the eating environment, such as duration of meal times, holding recess before lunch, where healthier options are placed on lunch lines, etc.
- ☐ Issues to improve the physical activity environment (drinking fountains, safe facilities, bike racks, etc.)
- ☐ Policies that address the use of school facilities by the community outside of school hours, for physical activity and nutrition-related events
- ☐ Policies that address the psychological issues of obesity
- ☐ Guidelines on limiting the marketing and promotion of unhealthy foods and beverages throughout classrooms and school facilities (including curriculum materials)
- ☐ Other, please specify _____

Nutrition Guidelines for All Foods and Beverages Available on School Campuses During the School Day

- ☐ Cafeteria meals (*may not be less restrictive than current law or regulation)
- ☐ A la carte foods and beverages (sold by the school food service outside of school meals)
- ☐ Other competitive foods and beverages
- ☐ Guidance for using food and beverages as reward/punishment in classrooms
- ☐ Guidance for food and beverages at parties and special occasions during school hours
- ☐ Guidance for classroom snacks
- ☐ Other, please specify _____

Plan for Implementation and Evaluation

- ☐ Plan for implementation of the Local Wellness Policy (including timeline, professional development, community meetings, etc.)
- ☐ *Plan for measuring implementation (i.e. Are policies being implemented fully, as intended, and in a timely fashion? Are all the students who should be affected being affected?)
- ☐ *Designation of individual(s) responsible for implementation and evaluation
- ☐ Plan for communicating with and training teachers, parents, students, and food service personnel regarding policy implementation
- ☐ Plan for evaluating policy effectiveness and outcomes (including measures to be used, how the measurement will take place, community meetings about findings, etc.)
- ☐ Evaluate policy for effectiveness
- ☐ Plan for revising policies based on experience and evaluation
- ☐ Timeline for implementation
- ☐ Other, please specify _____

SECTION C

Please answer each question below as concisely and specifically as possible. Answers need to include a specific explanation of the boxes checked in Section B. Please attach the narrative as a separate document. This Section C narrative must not exceed 8 pages with a font size of 11 points or larger. Each narrative response must include the original question as its heading.

1. Please explain in detail the nutrition education goals addressed in your wellness policy.
2. Please explain in detail the physical activity and physical education goals addressed in your wellness policy.
3. Please identify and explain any other school-based activities related to the wellness policy. Provide specific examples of how these activities promote student wellness and connect to policy goals.
4. Identify the nutrition guidelines for all foods and beverages available on school campuses and affirm that these guidelines are no less restrictive than current law or regulation.
5. Please explain the extent to which students were involved in the policy-making process (include the total number of students involved). To what extent did the students involved represent the entire student body? How many times and with what regularity did the district meet with students? How much influence did the team of students have on the final policy?
6. Please explain how the district involved parents, teachers, representatives of the school food authority, the school board, school administrators, the public, and others in the development of the policy. Include information regarding how these groups were recruited, how often they met, and how much influence they had on the final policy.
7. The Superintendents' Challenge requires all applicants to work or consult with at least one organization or agency outside of the school district. What organization(s) did you work with and what services did they provide?
8. What are your plans and timeline for implementation? How far along is the district in its implementation plan?

SECTION D

Please answer each question below ONLY if your district, COE, or direct-funded charter school has already implemented a wellness policy AND is applying under the wellness policy and implementation category. Answers need to include a specific explanation of the boxes checked in the section entitled "Plan for Implementation and Evaluation" in Section B. Please attach the narrative as a separate document. This Section D narrative must not exceed five pages with a font size of 11 points or larger. Each narrative response must include the original question as its heading.

1. Please explain how the district planned implementation of the local wellness policy. Include the implementation timeline, indicating when the policy was implemented in each school or when each policy component was implemented (if using a phased-in approach), and when you anticipate full implementation to be achieved. Also discuss whether training/technical assistance was provided and/or how the community was engaged.
2. Please explain how the district plans to measure implementation of the local wellness policy? What will be measured (e.g. timeliness of implementation, breadth of participation) and how? How will the results be used?

3. Who has been designated as responsible for implementing and evaluating the local wellness policy? How much of their time is dedicated to this project? What are their responsibilities?
4. Please explain the implementation process, including challenges and lessons learned. How has future implementation of the policy been influenced?
5. Please explain how the district plans to evaluate the effectiveness and outcomes of the policy? Please identify the strategies that will be used to identify both policy effectiveness and outcomes (i.e. surveys, compilation and comparison of health data, change in school meal participation, etc.). Include how the community will be engaged in the evaluation process. How will the evaluation data be used?